

## **Jury System Features**

- Developed with input from county clerks, jury board members, jury clerks, SCAO Jury Standards.
- Jury Lists provided by the Department of State on CD-ROM are processed by JIS and delivered to the court on CD or installed automatically if JIS has a direct connection with the court.
- Questionnaires may be printed on a pre-printed mailer form or the Juror Qualification and Person History questionnaires may be printed with the name and address for a standard windowed envelope.
- Juror qualification can be performed using bar code technology.
- User-defined letters for follow-up, summons, thank you letters, etc are printed for a standard windowed envelope.
- Continuous or laser labels can be generated for questionnaires, summons, and letters.
- Jury lists for questionnaire mailing, term selection, panel selection, and summons mailing may be requested in name and/or system number sequence.
- Roll Call lists can be generated by panel and jury for recording attendance and service information.
- Jurors may be temporarily excused, assigned to another term/panel, or carried over into the next jury year.
- System disregards jurors:
  - with service in the past 12 months
  - under the age of 18
  - temporarily excused
  - permanently excused

- Voucher records are created for reimbursement or voucher forms can be printed for cash reimbursements. Voucher information can be displayed for an individual juror.
- First and subsequent days of service are recorded and reported for state reimbursement.
- Work certificates, Show Cause forms, and letters can be generated for individual jurors.
- Historical information retained for each juror and jury year